



## **BUSINESS ENGLISH**

This interactive course aims to develop English skills in order to build self-confidence when people find themselves in any business setting. Students will focus on writing and reading techniques and the proper language for business, as well as contemporary vocabulary usage and correct pronunciation.

You will find this course useful if:

- You'd like to use English properly for business purposes
- You'd like to improve listening, speaking, reading and writing skills
- You'd like to gain confidence in conversational English
- You'd like to enroll in a M.B.A. program in which an advanced level of English proficiency is required.

**BUSINESS ENGLISH TARGETS BI-LINGUAL PROFESSIONALS NEEDING ENGLISH** in their work (attorneys, accountant, bankers, businessmen/women, consultants, economists, public officials, translators and secretaries)

### **CONTENT**

1. Communication in business
2. International marketing
3. How to become successful in business
4. Job satisfaction
5. Job risk
6. E-commerce
7. Team building
8. Raising finance.
9. Customer service
11. Crisis management.
12. Management styles
13. Takeovers and mergers.
14. The future of business in Dominican Republic

A CERTIFICATE WILL BE AWARDED BY UNIVERSIDAD DOMÍNICO-AMERICANA on the basis of attendance and performance.

### **DATE**

(60 hrs.) Tuesday and Thursday, 8:00 P.M. to 10:00 P.M.  
19 de octubre al 01 de marzo 2011

**Cost per person: RD\$ 12,500.00**  
**RD\$5,000.00 registration and 2cuotas RD\$3,750.00 next month**

A book will be provided

**Admission exam is required**  
**PARA INFORMACION ADICIONAL E INSCRIPCION**  
**FAVOR CONTACTARNOS**

**UNIDAD DE EDUCACION CONTINUADA**  
**CENTRO DE GERENCIA**

**Tel 535-0665 Fytc 2481/2482/2483 / Fax No 535-0656**