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Course : French as a Foreign Language, intensive writing refresher course

Practical course - 2d - 14h00 - Ref. FLR
Price : 1370 € E.T.

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Since 2004, mastery of the French language has been recognized as a professional skill. A good level of French facilitates access to employment and encourages professional development. This course will help you to improve your written expression and comprehension in a business context.

Teaching objectives

At the end of the training, the participant will be able to:

- Improve written fluency through better mastery of French grammar
- Understand and use expressions adapted to the context and the speaker
- Enrich your business vocabulary
- Acquire techniques to develop credibility in professional writing

Intended audience

Anyone wishing to improve their written expression and comprehension skills in French (as a foreign language).

Prerequisites

Connaissance des bases de la langue française.

Practical details

Hands-on work

Numerous practical exercises in expression and comprehension, case studies in professional situations.

Course schedule

PARTICIPANTS

Anyone wishing to improve their written expression and comprehension skills in French (as a foreign language).

PREREQUISITES

Connaissance des bases de la langue française.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.
Participants also complete a placement test before and after the course to measure the skills they've developed.

1 Master the peculiarities of the French language

- Determine the correct gender of nouns.
- Discover the various forms of the plural.
- Use of accents, cedilla and apostrophe.
- Mute letters and linking.
- One sound, many spellings: O, au, aux, eau...
- First name, last name and the use of "On".
- Writing dates and numbers.

Hands-on work

Exchange tips and tricks to avoid the most common mistakes.

2 Avoid the pitfalls of French grammar

- Sentence construction and word order.
- Questioning and negation.
- Agreement of determiners, adjectives and past participles.
- Partition and contraction: Du, de la, des, au, aux...
- Prepositions and their uses: To, in, by, for...
- Other mysterious pronouns: Y or en.
- Grammatical homonyms: Quelque or quel que.

Hands-on work

Team challenge to learn how to outwit the traps set by the opposing team.

3 Taming the verb

- Distinguish between tenses and modes: passé composé or imparfait, indicatif or subjunctive...
- Future simple and future close: I'll go or I'm going to go.
- Condition and tense concordance: If I had...
- Possible endings for infinitives, past participles and conjugated verbs...
- The choice of auxiliary: être or avoir.

Hands-on work

Intensive practice through games and exercises. Discovery of tools for long-term training.

4 Improve reading comprehension and expand vocabulary

- Idiomatic expressions, false friends and untranslatable words.
- Shades of meaning: return/return, take/bring, know/know...
- Lexical homonyms and paronyms: when or as, with attention or with intention...

Hands-on work

Reading comprehension exercise, semantic field development case study, word definition game.

TEACHING AIDS AND TECHNICAL RESOURCES

• The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.

• At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.

• A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

5 Improve your writing skills

- Structure your ideas: make a plan.
- Keep sentence structure simple.
- Express one clear idea per sentence.
- Use connector words.
- Perform specific proofreading.
- Respect email writing codes.

Hands-on work
Exercise in structuring and writing e-mails.

Dates and locations

REMOTE CLASS
2026 : 4 June, 15 Oct.

PARIS LA DÉFENSE
2026 : 4 June, 15 Oct.