

Course : Communicate effectively in English (level B2/C1)

Communicating confidently at work

Practical course - 2d - 14h00 - Ref. EGC

Price : 1090 CHF E.T.



Are you comfortable speaking in English, but want to improve your clarity? During this two-day course, you'll learn the essential techniques for structuring your ideas, arguing with confidence and exchanging effectively in an international business context. You'll acquire the English language skills you need to propose appropriate solutions and make appropriate recommendations.

Teaching objectives

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

- ✓ Present an idea or project clearly and effectively
- ✓ Discuss difficulties and propose solutions
- ✓ Build a convincing argument and respond to suggestions in a semi-formal context

Intended audience

Executives, managers, project leaders and professionals wishing to improve their English in an advanced work context.

Prerequisites

Avoir un niveau en anglais minimum équivalent au niveau B2 du CECRL.

Le participant doit pouvoir :

- comprendre le contenu essentiel dans un texte complexe, y compris une discussion technique dans sa spécialité
- communiquer avec aisance et spontanéité avec un locuteur natif
- s'exprimer de façon claire et détaillée sur différents sujets, émettre un avis sur un sujet d'actualité et argumenter

Un test de vérification de ce prérequis sera réalisé auprès de notre partenaire le British Council après inscription. Celle-ci ne sera définitive qu'après validation de ce test.

PARTICIPANTS

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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

Practical details

Hands-on work

Exercices pratiques de présentations et discussions professionnelles, jeux de rôle et simulations pour affiner la précision du discours, feedback individualisé avec analyse des performances et axes d'amélioration pour renforcer l'impact de la communication.

Course schedule

1 Express your ideas clearly and effectively

- Structure a professional speech effectively
- Raising awareness of cultural differences in presentation practices
- Use clear, precise expressions

Hands-on work

Speech presentation and analysis.

2 Present data in graphical form

- Use appropriate terminology
- Present data and trends in a clear and structured manner
- Check understanding and answer questions

Hands-on work

Simulation of a graph presentation in English.

3 Presenting a process in English

- Use correct and appropriate language
- Clearly outline the stages of a process
- Ensure understanding and answer questions

Hands-on work

Simulated presentation of a process in English.

4 Interact effectively and make recommendations

- Formulate clear and relevant recommendations
- Express yourself clearly, correctly and professionally when faced with proposals and objections
- Enhance your fluency in formal and informal contexts

Hands-on work

Role-playing and feedback.

Options

Certification : 170€ HT

developed.

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.