



ENGLISH WORKSHOP „BUSINESS ENGLISH“ (PLANNED AS AN ON-SITE EVENT)

COMPONENTS OF
THE SPRINT
PROGRAM:

One full-day workshop „Language learning“

TARGET GROUP:

Participants who have an A2-B1 level of English

LANGUAGE OF
INSTRUCTION:

Englisch

DATE AND TIME:

Wednesday, November 9, 2022, 9:00 am – 4:00 pm

MEETING PLACE:

tba

This workshop builds the skills for effective communication in the business environment. These include, for example:

- Attending meetings
- Writing an e-mail
- Presenting
- Negotiating
- Small talk with business partners
- Telephoning

