

The full immersion courses are designed specifically for managers and professionals who want to improve their English as rapidly as possible, focussing their learning on speaking English in a business environment. The courses are held in Dublin, Ireland and in London, England.

Objectives

To develop the your abilities in:

- using English with confidence in the workplace
- taking part in business meetings
- holding informal conversations with international colleagues
- speaking on the telephone with ease
- giving presentations and attending conferences
- writing clear and accurate reports and emails
- improving your professional and business vocabulary

"I must say I was very pleased. The school and the teachers are very professional."

Mirco Angelini, Bologna
Area Manager, Tiscali

Business English topics available

English for Accounting and Finance, Banking, Human Resources, Legal English, Sales, Insurance, and Information Technology.

Course outline

All our courses include the following:

- ▶ interactive and applied fluency practice to encourage you to express your opinions and ideas clearly and with confidence, integrating new vocabulary and idiomatic phrases, and incorporating more sophisticated and complex language structures;
- ▶ listening and reading practice to improve your understanding of documents and oral presentations on business and general topics;
- ▶ revision of any grammar points which require attention to improve use of the language;
- ▶ increasing the range of vocabulary related to business and social situations, to develop your ability to socialise in multicultural environments;
- ▶ role-plays are used in the lessons to simulate a wide variety of business situations such as presentations, negotiations, telephone calls and international meetings.

During the course you are always encouraged to actively express your ideas and opinions as you would during your job, to help you remember and apply the new language.

Course Programme

Classroom lessons

Skills developed: speaking, comprehension, business communication skills

The native English teachers try to reduce theoretical explanations to a minimum, in order to encourage you to actively participate in the learning and practice process. For example, a group lesson can include a debate on common business interests while an individual lesson can focus on a job interview role-play or the analysis of an industry-specific article. Case studies give you the opportunity to work on different projects together with other course participants. By researching, discussing and working as a group all of your language skills are used and developed.



An individual lesson with the teacher

Social activities

Skills developed: communication skills, informal conversation practice

You will have even more opportunities to practise what you have learnt in the classroom. A dinner with friends, or an evening at the theatre or pub is an enjoyable way of getting to know the other course participants and also the local culture.

Results achieved

At the start of the course your language profile is evaluated for the main basic skills. We then determine your course objectives and create a study plan to achieve them. This means we do not waste time relearning language skills you already have, and on average you will increase the level of your English by 1 CEF level every 2 weeks (there are 9 levels in total, please note that the higher your starting level, the more time is required for each level).

Course levels

Group and individual courses are available at all levels from beginners to advanced.

Starting dates and course duration

Courses start every week on Monday, and last from 1 week to 4 weeks. Individual courses can start in any week and group courses are programmed during the entire year from January to December.

Course structure

Executive course

Individual courses for maximum progress and personalisation

You will have a qualified and experienced mother-tongue English teacher at your complete disposal to help you achieve your course objectives as rapidly as possible. The lesson content is flexible and adapted according to your specific individual learning needs and problems.

An Executive course is the best way for beginners to acquire the basic language skills to use immediately. More advanced students can take advantage of the individual attention to prepare for important business meetings, presentations, international projects or other professional situations which require specific and well-developed English language skills.

Premium course

Group lessons with individual one-to-one lessons in the afternoon

Premium courses are designed for professionals who want to perfect their language skills as rapidly as possible. The diverse topics covered in the course will help to develop your fluency, listening and vocabulary, providing a range of different opportunities to gain confidence in your ability to communicate in English.

The individual lessons focus on your specific needs, and the group lessons include simulations of specific situations guided by the teacher, improving both your general communicative ability and developing your vocabulary. The group work is productive and stimulating because it encourages you to participate actively in debates on current affairs, industry-specific news and events, and to carry out tasks and projects which require you to exchange information and opinions.

Club course

Group study with international participants at the same level

The Club course is designed to improve your language skills in all areas and to help you speak more fluently and precisely. The group workshops are taught by fully qualified mother-tongue English teachers and will give you the opportunity to learn together with other professionals from over 20 different countries. The students in each group are at the same level in order to guarantee sufficient individual attention during the lessons.

Dublin, Ireland

- ▶ ISO 9001:2000 certified and officially registered with the Irish Ministry of Education
- ▶ Elegant Victorian building with a beautiful private garden
- ▶ Free computer and internet access
- ▶ 15 minutes from the city centre

A modern and elegant school

Studying in Dublin you will experience the incredible mix of culture and lifestyles at first hand, providing a stimulating and enjoyable environment for learning the English language.

The school is located in an elegant Victorian building with its own private internal garden, situated in a charming residential area of the city with easy access to the centre of Dublin. You have access to an excellent range of didactic facilities that will help you make the most of your course and learning experience. The classrooms are fitted with audiovisual equipment and the multimedia laboratory allows you access to a range of video simulations and additional on-line learning activities. The library contains books and materials to help you improve your business English and for enjoyment. The student lounge provides an ideal setting to relax between lessons with a newspaper and a nice cup of coffee or tea.



The reception area of the school

Business English and general English

The Dublin centre offers you an excellent opportunity to improve your business English and to learn how to apply and use it in a professional context. The courses, and in particular the workshops, allow you to concentrate on the use of English specific to international business as well as improving your general language skills and cultural awareness.

The unique Irish social experience

After an intense day of study and learning, you can experience the sights and attractions of Dublin at first hand - a beer with other course participants in a typical Irish pub, an evening at the theatre or cinema organised by the school staff, a visit to the museums and exhibitions, a traditional Irish music concert, or during the weekend maybe even a trip into the beautiful countryside.



At the pub with the teacher after lessons

Prices

The following prices are valid until 21/12/2012. Prices are per week and are quoted in Euro.

Hours per week	25 hours	26 hours	30 hours	Other details
Executive course			1,730	Fully personalised course and agenda
Premium course			930	20 hrs of group lessons, 10 hrs of individual lessons Average 6-8 participants in group lessons
Profession-specific workshop courses	1,420			Maximum 5 participants in group
Club course		430		Minimum duration 2 weeks + minimum intermediate starting level Average 6-8 participants per class
Corporate course				Available only in London or Milan

Course prices are **all-inclusive** (include enrolment fees, testing, facilities and didactic materials)

Flights and other travel is not included

Accommodation with an executive host family: € 225.00 per week

Hotel accommodation: pricing available on request

Lunch vouchers: € 45.00 per week

Accommodation

We believe that staying with a carefully selected host family is the ideal accommodation solution for your intensive course, helping to immerse you completely in the culture and language.

If you prefer, you can book only the course and arrange your own accommodation independently, with no extra fees.

Executive host family

Our executive host families are especially selected for professional adults, guaranteeing a warm friendly welcome, pleasant surroundings and suitable accommodation for adults.

The standard accommodation arrangement is a single room with a private bathroom for your exclusive use and includes breakfast and dinner. They are normally located a short distance from the city centre or school and also have internet access. This is the best way - even for adults - to practise their new language skills on a daily basis.

Hotel or bed & breakfast

There is also a full range of hotel and guesthouse accommodation available if you prefer more independence. A list is available on request - options which are situated close to the schools range from simple bed & breakfasts to 4 and 5 star international hotels.



Tea and conversation with a host family

Further information

You are welcome to contact us by email or telephone with any questions. We look forward to helping.

Telephone +39 02 4300 19075

Email info@tjtaylor.net

Website www.tjtaylor.co.uk



Via Appiani, 12 - 20121 Milano, P.IVA 04492470960 - REA MI 1747716
404 Albany House, 324 Regent Street, London, W1B 3HH, Company Reg. 05072562