



LANGUAGE SCHOOLS

BUSINESS ENGLISH CERTIFICATE PROGRAM

### ENTRY REQUIREMENT

ILSC Intermediate Level 2

### PROGRAM LENGTH

Two Full-Time Intensive sessions (30 Lessons\*/Week)

\* 1 lesson = 50 minutes

Availability of course is subject to student enrollment.

Certificate completion may vary depending on student progress.

### PROGRAM IS AVAILABLE AT

ILSC-Montréal



At ILSC, I have multiple choices to decide what I want to learn. ILSC helped me build confidence speaking English, and I gained a lot of international business knowledge.

Ting Ting Chang, Taiwan

# BUSINESS ENGLISH COMMUNICATIONS (BECom)

AVAILABLE AT MONTRÉAL

- Improve your understanding of general business practices, written, oral, and computer based communications skills
- Strengthen the practical and necessary skills needed for successful English communication in the contemporary workplace
- This certificate is flexible and can accommodate a broad spectrum of professional interests

## SESSION ONE

### REQUIRED COURSES

#### BUSINESS ENGLISH 2

AM

Gain basic insights into business topics such as business structure, vocabulary, communications, meeting and negotiation skills.

#### ADVERTISING MEDIA

PM

Focused on the commercial advertising industry. Students will review, discuss and analyze global TV commercials and advertising trends. The primary focus of the class will be centered around commercial advertising production as students write, direct and film their own short TV commercial.

#### PUBLIC SPEAKING

PM

Master the secrets of effective public speaking. You'll learn speech organization, delivery techniques and listening skills.

## SESSION TWO

### REQUIRED COURSES

#### INTERNATIONAL BUSINESS PRACTICES LEVEL 1

AM

Further your business knowledge in this course examining global business in the North American context. Topics include marketing, finance, business law and international trade.

#### BUSINESS INTERVIEW SKILLS

PM

You will work on personal employment goals and profession-specific vocabulary. The primary focus of the class, however, is interview skills; in person, online and over the phone. You will be videotaped and critiqued with the object of improving professional presentation, pronunciation and language skills.

#### BUSINESS WRITING SKILLS

PM

Gain skills in written communications, business proposals and writing for the web. You'll develop expertise in resume and cover letter writing as well as report writing.

AM

3 HOUR CLASS

PM

1.5 HOUR CLASS

ILSC.MTL.12.111017

© Copyright 2012



EDUCATION GROUP

EMPOWERING THROUGH EDUCATION

WWW.ILSC.COM

LANGUAGE SCHOOLS

COLLEGES

TEACHER TRAINING

CORPORATE TRAINING

CONTINUING EDUCATION

CANADA: VANCOUVER, TORONTO, MONTRÉAL INDIA: NEW DELHI USA: SAN FRANCISCO AUSTRALIA: BRISBANE, SYDNEY