

I.T.E.T. "G.CARUSO"
PROGRAMMA SVOLTO
LINGUA INGLESE
CLASSE IV A SIA
a.s. 2020/2021

Libro di testo: AA.VV. Business Expert, Pearson Longman
Docente: E. Palmeri

Business Theory

Business organisations:

- Sole traders
- Partnerships:
 - limited partnerships and unlimited partnerships
- Limited Companies:
 - private limited companies and public limited companies
- Cooperatives
- Franchising

How businesses grow:

- mergers
- takeovers
- acquisitions
- joint ventures
- franchising
- multinationals

Skills:

- comparing different types of business organisations;
- writing and discussing about multinationals

Business communication:

Job applications:

- Covering letters
- Job interviews
- Phraseology

Enquiries:

- Enquiries
- Positive replies
- Negative replies
- Phraseology

Orders:

- Orders
- Positive replies
- Negative replies
- phraseology

Skills:

Reading and writing covering letters, enquiries, orders and replies

Speaking: having a job interview

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