

Your Bridge to Communication

Business English Training

DUDULA's Business English Training prepares you to be able to conduct international business in English. The training caters to all levels from beginners to advanced students extending your ability according to your needs and goals.

You will train your ability in the many areas of English conversation required for business professionals such as email, letters, teleconferencing, introductions and explaining your role. Additionally, you will strengthen your ability to write in English. This training also teaches you the correct way to express your opinion and focuses on practicing vocabulary, colloquial expressions and jargon used in business.

Program Characteristics

- We use famous Western published texts accompanied by DUDULA created workbooks.
- Weekly study pointers and level checks.
- Online homework check.
- We only use native English instructors.
- Customer curriculums based on your industry language.

Sample Curriculum

- Meeting introductions
- Talking on the telephone
- Creating meeting materials (e.g. agenda, graphs, etc.)
- Talking in the meeting
- Western lifestyles, customs and manners
- How to conduct purchasing conversations and by mail
- Service Discussions at a foreign office
- Discussing big business news
- Internet related vocabulary

Course Levels (TOEIC™ Score):

There are 3 DUDULA business English courses corresponding to the score displayed below:

- Beginner (220-470)
- Intermediate (471-730)
- ◆ Advanced (731-990)

| Duration | Frequency | Location |
|----------|-----------|---------------------|
| 1 hour | 12 times | Customer Preference |

Elements for Improvement

