

## BUSINESS ENGLISH PROGRAM

### I. INFORMATION

**LEVEL:** High School

**AREA:** English/ Business English

**GRADE:** 8° EGB

**YEAR:** 2021-2022

#### Student's Exit Profile:

- Understand sentences and frequently used expressions related to areas of most immediate relevance.
- Understand and read advertisements or messages with simple, short and clear messages.
- Communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters.
- Describe in simple terms aspects of oneself background, immediate environment and matters in areas of immediate need.
- Write short and simple notes or messages about short term needs

### II. CONTENT:

Overview Unit	DATE
<b>Unit 1 Contacts:</b> Working in a foreign language country - <i>to be; a/an</i> - Career skills: Introducing yourself - Dilemma: Who to interview? <b>Unit 2 Teams:</b> Teams bring bright ideas - <b>Present simple affirmative; frequency adverbs</b> - Career skills: Introducing others - Dilemma: A new team member	May-June
<b>Unit 3 Companies:</b> Look East - Present simple negative, question and short answer; articles - Career skills: Company information - Dilemma: A new team member <b>Unit 4 The paperless office:</b> Look East - Prepositions of place; the imperative - Dilemma: Which company to buy? <b>Unit 5 Events:</b> The office picnic - <i>Like and would like; can</i> - Dilemma Welcoming visitors	June-July
<b>Unit 6 Money:</b> The business of giving - Countable and uncountable nouns; <i>some, any, how much, how many</i> - Career skills: Ordering goods - Dilemma: A new supplier <b>Unit 7 Projects:</b> Project analysis - Past simple affirmative; prepositions of time - Dilemma: What went wrong? <b>Unit 8 Solutions:</b> Lighting up the world - Past simple negative, question and short answer - Career skills: Explaining a technical problem - Dilemma: The best solution?	August-September
<b>Unit 9 Products: Playtime</b> - Adjectives; adverbs - Career skills: Describing a product - Dilemma: What can we do with the old TVs? <b>Unit 10 Competitors: The shy architect</b> - Present continuous - Career skills: Catching up - Dilemma: Win back market share	October – November
<b>Unit 11 Location: Over there</b> - Comparatives; superlatives - Career skills: opinions	November – December

<p><b>Unit 12 Careers: The world of work</b></p> <ul style="list-style-type: none"> <li>– Present perfect; for and since</li> <li>– Career skills: Interviews</li> </ul>	
<p><b>Unit 13 Ideas: Lord of the rings</b></p> <ul style="list-style-type: none"> <li>– Modals for advice and suggestions; infinitive +/- to</li> <li>– Dilemma: Expanding the business</li> </ul>	<p>January – February</p>