

## BUSINESS ENGLISH PROGRAM

### I. INFORMATION

**LEVEL:** High School

**AREA:** English/ Business English

**GRADE:** 9° 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 Activities:</b> Present simple and continuous, Career skills Explaining your job, Dilemma: Exporting to Mexico <b>Unit 2 Data:</b> Countable and uncountable, Career skill: Checking information, Dilemma: Buy it now	May-June
<b>Unit 3 Etiquette:</b> Offers and requests, Career skills: being polite, Dilemma: A workplace bully <b>Unit 4 Image:</b> Comparatives and superlatives, Career skills: describing products, Dilemma Volkswagen bugs <b>Unit 5 Success:</b> Past simple, Career skills: telling a story, Dilemma: Organic growth	June-July
<b>Unit 6 Future:</b> Modals of possibility, Career skills, making predictions, Dilemma: Risky ventures <b>Unit 7 Location:</b> Future and intentions, Career skills: Making an appointment, Dilemma: A new location <b>Unit 8 Job-seeking:</b> The imperative, Career skills: Explaining what to do, Dilemma: for love or money?	August-September
<b>Unit 9 Selling:</b> Modals of obligation, Career skills: making suggestions, Guerilla marketing <b>Unit 10 Price:</b> Present perfect, Career skills: Describing a graph, Dilemma: Stock market challenge	October – November
<b>Unit 11 Insurance:</b> Passives, Career skills: Expressing arguments, Dilemma: A fair decision? <b>Unit 12 Service:</b> Conditional 1, Career skills: Dealing with problems, Dilemma: Service not included <b>Unit 13 Productivity:</b> Adjectives and adverbs, Career skills: Managing time, Dilemma: Bonus or burst?	November – December
<b>Unit 14 Creativity:</b> Conditional 2,	January – February

<p>Career skills: Finding creative solutions, Dilemma: God rush <b>Unit 15 Motivation:</b> Present perfect and past simple, Career skills: giving reasons, Dilemma: Hot-desking</p>	
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