

Business French B1.2 (target niveau)

Course Materials	Communication Situations		Grammar
	oral	written	
<p>e.g.</p> <ul style="list-style-type: none"> ▪ Course homepage ▪ Corporate websites ▪ Online exercises with automatic correcting in grammar and vocabulary ▪ Audio and video files (news reports etc.) on relevant economic areas ▪ Written vocabulary and grammar exercises ▪ Figures and graphics on major economic issues of France ▪ Curriculum vitae models ▪ Application letter models ▪ Advice websites for job applications ▪ Correspondence models ▪ Excerpts from online newspapers ▪ Written news 	<p>e.g.</p> <ul style="list-style-type: none"> ▪ Simulations of specific economic areas ▪ Discussion of corporate services ▪ Advertising products ▪ Sales talks ▪ Persuasion ▪ Advising customers ▪ Job interviews ▪ Emphasizing one's qualities ▪ Developing strategies for job interviews (on the side of the applicant and candidate) ▪ Summarizing audio and video files ▪ Comparing corporate cultures 	<p>e.g.</p> <ul style="list-style-type: none"> ▪ Commercial websites ▪ Advertisements ▪ Company correspondence (informative letters, complaints and complaint management) ▪ Descriptions of services offered ▪ Product descriptions ▪ Brochures ▪ Offers ▪ Description of a target group ▪ Job descriptions ▪ Classified ads ▪ Résumés ▪ Applications ▪ Compiling a glossary 	<p>e.g.</p> <ul style="list-style-type: none"> ▪ Conditional (sentences) ▪ Subjunctive ▪ Adverbs (forms and placement) ▪ Relative clauses (with prepositions) ▪ Question pronouns ▪ Demonstrative pronouns ▪ Agreement in passé composé ▪ Questions (review) ▪ Imperfect & PQP ▪ Double pronouns
<p>Recommended Dictionaries and Supporting Websites</p> <ul style="list-style-type: none"> ▪ Internet dictionaries: Leo, Larousse etc. ▪ Verbs: www.leconjugueur.com 			