

AZIENDA

FINANCE ENGLISH

Dal 23 settembre 2021 al 15 dicembre 2021 per un totale di 12 incontri (24h complessive)



IN COLLABORAZIONE CON:



Ordine dei Dottori Commercialisti
e degli Esperti Contabili di Venezia



RELATORI

Sebastiana Ioannou

Director of Studies "My English School Venezia" - Mestre

Gemma Jackson

Teacher "My English School Venezia" - Mestre

1° APPUNTAMENTO

23 SETTEMBRE 2021

Orario: 11:00-13:00 - TAXATION

OBJECTIVES

Taxation vocabulary
Corporate & individual tax
Discussing tax systems
Giving your opinion

VOCAB

Raise revenue, social security contributions, tax obligations, corporate tax, corporation tax, national insurance, income tax, inheritance/estate tax, capital transfer tax, direct tax, capital gains tax, types of taxes: indirect, value-added, sales, excise, import, tax systems: regressive, progressive, proportional

GRAMMAR / STRUCTURES

Personal opinion phrases, making predictions

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2° APPUNTAMENTO

29 SETTEMBRE 2021

Orario: 11:00-13:00 - PROFIT AND LOSS

OBJECTIVES

Profit and loss statement
Adverbs and verbs used to describe growth and decline
Presenting a p&l statement

VOCAB

Revenue/sales, cost of goods sold, interest expense, net income, earn, gross profit, net operating profit, net profit before income tax, net profit, gross margin, net sales, bottom line, sales profit, net earnings

GRAMMAR / STRUCTURES

Verbs: rise, increase, climb, boom, peak, fall, decline, decrease, etc.
Adjectives: sharp, rapid, huge, dramatic, substantial, etc.
Adverbs: dramatically, massively, etc.

3° APPUNTAMENTO

6 OTTOBRE 2021

Orario: 11:00-13:00 - FINANCIAL FORECASTING

OBJECTIVES

Forecasting
Forecasting vocabulary
Language for predictions

VOCAB

Budget forecast, projection, cost centre, deficit, overheads, surplus, cumulative, expressions: hand in hand, on track, competitive landscape, accommodate changes, business climate

GRAMMAR / STRUCTURES

Future forms for predictions
Will / going to
I think...

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4° APPUNTAMENTO

13 OTTOBRE 2021

Orario: 11:00-13:00 - BUSINESS PLAN

OBJECTIVES

What is a business plan
Taking care of business
Terminology and components

VOCAB

Executive summary, business overview, strategic overview, growth plan, industry and competitive analysis, key performance indicators, key metrics, project pipeline, product/sales & project plan, financial forecast, appendix, loans/debts, assets, liabilities, cashflow projections, revenue

GRAMMAR / STRUCTURES

Presentation language

5° APPUNTAMENTO

20 OTTOBRE 2021

Orario: 11:00-13:00 - MAKING APPOINTMENTS AND TELEPHONING

OBJECTIVES

Essential prepositions
Discussing dates and times
Giving instructions or directions

VOCAB

Expressions for availability: how about, could we do..., when is good for you, does it work for you, when would you...
Expressions on the phone: a bad line, you're breaking up, i can't hear you, could you repeat, i didn't catch that

GRAMMAR / STRUCTURES

Prepositions of time and place: on, in, at

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6° APPUNTAMENTO

27 OTTOBRE 2021

Orario: 11:00-13:00 - BANKING SERVICES

OBJECTIVES

Types of banking services
Bank accounts
Presenting banking services

VOCAB

Deposit, withdraw, transaction, charge, maturity, creditor, names of the different types of accounts

GRAMMAR / STRUCTURES

Future forms for predictions
Will / going to
I think...discussing banking services language

7° APPUNTAMENTO

3 NOVEMBRE 2021

Orario: 11:00-13:00 - BUSINESS PRESENTATIONS AND FUTURE TALK

OBJECTIVES

Phrases and vocabulary for giving presentations in a business context

VOCAB

Slight increase, dramatic decrease, fluctuations, decline, recovery

GRAMMAR / STRUCTURES

Opening/closing phrases of presentations
Sequencing connectives
Concluding and questions

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8° APPUNTAMENTO

10 NOVEMBRE 2021

Orario: 11:00-13:00 - EXCHANGE RATES

OBJECTIVES

Currency vocabulary
Referring to exchange rates
Expressing cause and effect

VOCAB

Convertibility, currency, peg against, market forces, floating exchange rates, traders, bid price, spread, cause and effect vocabulary, abbreviations

GRAMMAR / STRUCTURES

Discussing economical situations, predicting economical situations, discussing investments

9° APPUNTAMENTO

17 NOVEMBRE 2021

Orario: 11:00-13:00 - INTEREST RATES

OBJECTIVES

Fluctuation markets
Describing tendencies
Phrases, verbs and idioms to describe performance

VOCAB

Tendency, tends to, floating interest rates, boom, slump, stock market collapse, bull market, bear market, go bust, bubble

GRAMMAR / STRUCTURES

Discussing increases and decreases, analysis data, discussing political events and rates

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10° APPUNTAMENTO

24 NOVEMBRE 2021

Orario: 11:00-13:00 - NEGOTIATION LANGUAGE

OBJECTIVES

Objectives and stakes
Management planning
Negotiation language

VOCAB

Timing, high stakes, rollout plan, pending request, company aims, product licensing, still in the works

GRAMMAR / STRUCTURES

Opening statements, discussing stakes, tester questions and stating objectives

11° APPUNTAMENTO

1° DICEMBRE 2021

Orario: 11:00-13:00 - BUSINESS PROJECT MANAGEMENT

OBJECTIVES

Project lifecycles
Discussing projects
Vocabulary for project

VOCAB

Initiation, planning, development, implementation, closure, pareto principle, student's syndrome, murphy's law, assumption, milestone, constraints, deliverables, dependencies, float

GRAMMAR / STRUCTURES

Studying cases studies and assisting with project management

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12° APPUNTAMENTO

15 DICEMBRE 2021

Orario: 11:00-13:00 - CONTRACTS

OBJECTIVES

Elements of a contract

Format of a contract

Explaining a contract in

VOCAB

Hereinafter, hereby, whereas, acceptance, terms, elements, promise, agree, enforceable, rejection, offer, party, capacity, breaches, legally bound

GRAMMAR / STRUCTURES

Linking words, making an offer, reading and analysing a contract

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CREDITI :

24

CREDITI FORMATIVI MATURABILI FPC

I crediti formativi sono validi ai fini della formazione professionale continua.

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