

ENGLISH FOR BUSINESS PROGRAM GV Victoria

30 lessons per week (Full-Time Super Intensive)
25 lessons per week (Full-Time Intensive)
20 lessons per week (Full-Time - available upon request and availability)
Length: 2 to 12 weeks; Minimum Age: 18 years

BOOST YOUR CAREER!

The ENGLISH FOR BUSINESS PROGRAM prepares students for the world of business in which English skills have become the key to global communication. For students aspiring to a career in international business, or for business people advancing an existing path, a sound grasp of English is essential.

Regardless of what your profession is, having English communication skills is a valuable asset. The program helps students develop their language abilities and become comfortable with an English speaking corporate environment.

English for Business classes are designed so that students receive attention from the instructor to work on all the language skill areas—speaking, listening, writing, reading—with a focus on a range of business topics covered each session. Students receive coaching on common means of communication, such as face-to-face meetings, Power Point presentations, discussions and negotiations, sales pitches, telephone and video conferencing, email protocol, etc.

A pathway to UVic's Business Administration certificate and diploma programs is available to students who are awarded the GV Victoria 12-week BEP certificate.

ENTRANCE LEVEL: minimum GV 5+

GV ENGLISH PROGRAM SCHEDULE

20 Lessons (AM only)	Monday - Friday
1st Morning Session	08:45 - 10:25 AM
Break	10:25 - 10:40 AM
2nd Morning Session	10:40 - 12:20 PM
Lunch Break	12:20 - 01:05 PM
25 Lessons (AM + 1 PM)	Monday - Thursday
OP 1 Afternoon Elective	01:05 - 02:10 PM
30 Lessons (AM + 2 PM)	Monday - Thursday
OP 2 Afternoon Elective	02:25 - 03:30 PM

CORE TOPICS and ELECTIVES:

- > Goal Setting & Career Management
- > Business English in Action
- > Inter-cultural Communication for the Workplace
- > English for Customer Relations
- > Entrepreneurship: Marketing a Successful Start-up
- > Soft Skill Development

*Check page 2 & 3 for topics covered in each module.

2019 CLASS START DATES

Jan 14, Feb 11, Mar 11, Apr 8,
May 6, Jun 3, Jul 2, July 29,
Aug 26, Sept 23, Oct 21,
Nov 18, Dec 16

*Alternate start dates available. Please contact
victoria@gvenglish.com for more information.

"GV Victoria was an amazing experience. The Business English Program is the best! The activities the school has after classes are really good for students, especially the conversation club. GV has nice staff, they are always ready to help you and the school is in an excellent location. GV Victoria was the best choice for me!"

Luisa - Brazil

ENGLISH FOR BUSINESS PROGRAM

Schedule 2019

STUDY BLOCK	DATES	8:45-12:20 Morning session (20 lessons/w)	1:05—2:10pm 1st PM Elective (5 lessons/w)	2:25—3:30pm 2nd PM Elective (5 lessons/w)
SB 1	Jan 14 to Feb 8	Goal Setting & Career Management (A)	English for Customer Relations (A)	Soft Skills for Career Success (A)
SB 2	Feb 11 to Mar 8	Entrepreneurship: Marketing a Successful Start-up (B)	Presentation Skills for Professionals (B)	Dynamic Interpersonal Skills (B)
SB 3	Mar 11 to Apr 5	Intercultural Communication for the Global Workplace (C)	Business English in Action (C)	Workplace Leadership & Life Skills (C)
SB 4	Apr 8 to May 3	Goal Setting & Career Management (A)	English for Customer Relations (A)	Soft Skills for Career Success (A)
SB 5	May 6 to May 31	Entrepreneurship: Marketing a Successful Start-up (B)	Presentation Skills for Professionals (B)	Dynamic Interpersonal Skills (B)
SB 6	Jun 3 to Jun 28	Intercultural Communication for the Global Workplace (C)	Business English in Action (C)	Workplace Leadership & Life Skills (C)
SB 7	Jul 2 to Jul 26	Goal Setting & Career Management (A)	English for Customer Relations (A)	Soft Skills for Career Success (A)
SB 8	Jul 29 to Aug 23	Entrepreneurship: Marketing a Successful Start-up (B)	Presentation Skills for Professionals (B)	Dynamic Interpersonal Skills (B)
SB 9	Aug 26 to Sept 20	Intercultural Communication for the Global Workplace (C)	Business English in Action (C)	Workplace Leadership & Life Skills (C)
B 10	Sept 23 to Oct 18	Goal Setting & Career Management (A)	English for Customer Relations (A)	Soft Skills for Career Success (A)
SB 11	Oct 21 to Nov 15	Entrepreneurship: Marketing a Successful Start-up (B)	Presentation Skills for Professionals (B)	Dynamic Interpersonal Skills (B)
SB 12	Nov 18 to Dec 13	Intercultural Communication for the Global Workplace (C)	Business English in Action (C)	Workplace Leadership & Life Skills (C)
SB 13	Dec 16 to Jan 10	Goal Setting & Career Management (A)	English for Customer Relations (A)	Soft Skills for Career Success (A)

ENGLISH FOR BUSINESS PROGRAM

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Rotation A	8:45-12:20 Morning session (20 lessons/w)	1:05—2:10pm 1st PM Elective (5 lessons/w)	2:25—3:30pm 2nd PM Elective (5 lessons/w)
Goal Setting & Career Management	Learn the language to promote your personal strengths, values and goals while developing a traditional portfolio in English.	<i>English for Customer Relations:</i> Face-to-face English communication and Business etiquette.	<i>Soft Skills for Career Success:</i> Work on becoming proficient in English by exploring these key skills for success in the workplace: adaptability, work ethic, goal planning, and time management.
Rotation B	8:45-12:20 Morning session (20 lessons/w)	1:05—2:10pm 1st PM Elective (5 lessons/w)	2:25—3:30pm 2nd PM Elective (5 lessons/w)
Entrepreneurship: Marketing a Successful Start-up	Learn to write an English business plan, including market research and core marketing principles—brand identity, advertising, consumer profiling and trend analysis.	<i>Presentation Skills for Professionals:</i> Deliver a solid sales pitch and negotiate effectively in English.	<i>Dynamic Interpersonal Skills:</i> Build new vocabulary and improve fluency by exploring how the following skills are a necessary part of workplace and academic life: communication, team work, creativity, and problem-solving skills.
Rotation C	8:45-12:20 Morning session (20 lessons/w)	1:05—2:10pm 1st PM Elective (5 lessons/w)	2:25—3:30pm 2nd PM Elective (5 lessons/w)
Intercultural Communication for the Global Workplace	Improve your English and non-verbal skills for a variety of global business transactions, including written memos, emails, face-to-face meetings, and video conferencing.	<i>Business English in Action:</i> Local business case studies and digital video presentation.	<i>Workplace Leadership and Life Skills:</i> Become even closer to native-like fluency by using authentic materials to explore the importance of the following life skills: cultural awareness, leadership, financial literacy, and interpersonal skills.