

ENGLISH for Engineers FULL IMMERSION

Intensive Course (20 hours)
Fees £ 650/week

OBJECTIVES

English for Engineers: precision, clarity and effective communication for engineers. This one-week course develops your ability to explain, discuss and advise; to participate effectively in meetings and to make technical presentations. This course covers all these situations and includes work on handling technical drawings.

Details:

- Course level: People with an English Level between 3 and 6 on the school's level scale can attend this course.
Level 3: people able to read, understand and write well but with a low level of spoken fluency;
Level 6: people able to read, understand, write and speak fluently.
- Minimum age: 22 Average age: 32
- Course length: 1 week

- Hours per week: 20 hours
09.30 - 13.30 Tue - Wed
09.30 - 16.30 Thur - Fri (1 hour for lunch)

LOCATION

DIREXTRA English School
Swan Street, Manchester City Center- M4 5JW
Tel. +44 0161 8808701
e-mail: master@dirextra.com

PAYMENT

£ 650/week

TRANSFER TO BE MADE TO
DIREXTRA LTD
IBAN: GB57BARC20294110913014
SWIFT: BARCGB22 SORT CODE 20-29-41 ACCOUNT NUMBER: 80465739

Please send your transfer receipt to master@dirextra.co.uk
It is also possible to pay via credit card or paypal via the website
www.dirextra.com

Application forms to be sent to master@dirextra.co.uk
For more information our staff are available from 9.00 to 18.00 on the following number:
+44 0161 8808701 or via e-mail: master@dirextra.co.uk

The course is designed to develop participants' language and communication skills in a professional context. The course focuses on active speaking and writing skills and communication strategies. In order to provide a framework for the course, language areas may include:

- Expressing technical data accurately
- Describing processes and procedures
- Explaining cause and effect
- Presenting key facts and figures
- Demonstrating and giving clear instructions
- Referring to technical drawings and charts
- Problem-solving, advising and consultancy
- Costing and budgeting
- Project management
- Client relations

The key language skills and communication strategies you will learn in the course include:

- effective communication skills for meetings and negotiations
- effective participation in discussions
- giving presentations
- persuading and compromising
- summarising
- written communication including email, reports and formal letters
- effective telephoning skills
- hosting visits, socialising, meeting and greeting
- making proposals, offers, suggestions
- opening/closing meetings