



Department of Business English

Special Purpose English Courses for
Professionals



English for International Business

Situated in the heart of Europe, the Greater Region enjoys **excellent conditions for international business**. Companies based in this area depend on their staff to meet the needs of **international clients** and increasingly this means **delivering their services in English**. Those without the necessary skills risk being overlooked.

inlingua® is ready to provide the **necessary language training**.

Business English at inlingua® Luxembourg

inlingua® Luxembourg provides a wide range of business English courses, ensuring you will find the right course for you.

English for Specific Purposes (ESP) courses provide a detailed understanding of the vocabulary relating to a specialised field. These courses are studied over a period of weeks or intensively as **ESP Days**.

Business Skills Days enable learners to practice essential business skills in small groups.

inlingua® also prepares candidates to **pass many internationally recognised exams such as TOEIC, IELTS and Cambridge exams**.

Our **business English courses** will ensure your ready to use the language in any professional setting.

All of our courses can be studied **face-to-face with a trainer** or **online with our Virtual Classrooms (VC)**.

The inlingua® Method

For more than **fifty years**, inlingua® has been delivering language training in more than **44 countries worldwide**. Much of our success is due to **our unique method**.

- Experienced native speaker or bilingual trainers
- No translating / no dictionaries
- A priority on oral practice, role-plays and simulation
- Learning language in a practical way

Business English



Secure your promotion with professional English training

English is used as the language of business throughout the world. Employers everywhere expect a high level of English competence from employees.

Ensure you're ready for the demands of modern business with inlingua®.

Class Size	Timetable
Individual	à la carte
Group (min 3)	agreed by all participants

Health Kit	
Brush up your knowledge. Ideal for preparing for a new job. For learners with level A2 English or above.	15 hours – à la carte

For more information, visit:
<http://www.inlingua.lu/particulier/business-english/>



Business Skills Days



Practical skills for international business

Mastering key business skills can unlock new business opportunities. Whether it is delivering an important presentation, negotiating an essential contract or preparing a crucial report, you need to be ready meet the needs of the business.

inlingua® Business Skills Days give you in-depth training in vital business skills. Develop practical skills with an experienced trainer.

Available courses in:

Presentations
Business Correspondence
Business Writing
Meetings

Socializing Across Cultures
Negotiating
Telephoning

and many more

Class Size	Course Length	Timetable	Required English Level
3 - 10	5 hours	Single Day	A2 and above

For more information and dates,
visit inlingua.lu/en



English for Specific Purposes (ESP)



Highly specialised English training

English for Specific Purposes (ESP) courses teach you the necessary English to succeed in your chosen career or studies. Choose from over 70 courses covering topics such as finance, law, medicine, logistics and many more. Speak with a consultant today to find the right course for you.

Study with inlingua® and increase your career potential.

Class Size	Course Length	Timetable
Solo	24 hours	à la carte
Duo		
Trio		as agreed by participants

For more information, visit:
inlingua.lu/en/



ESP Days



English for Specific Purposes Days

Study the language necessary for your career or studies in detail with a full day of specialized training. Our experienced trainers will assist your learning and help you develop an understanding of the topic.

Give your career potential a boost with ESP Days at inlingua® Luxembourg.

Available courses include:

Finance
Sales and Marketing
Medical
Secretarial

Security Personnel
Hotels and Catering
Insurance
Logistics

and many more

Class Size	Course Length	Timetable	Required English Level
3 - 10	5 hours	Fridays and Saturdays	B1 and above

For more information and dates,
visit inlingua.lu/en



Seminars



Discover the world in English

Improve your English while learning about a topic that interests you. inlingua® seminars cover a range of engaging and relevant topics. Over the course of one day, you will study a topic in great detail in order to develop a fuller understanding. Our trainers provide expert tuition and interesting materials to facilitate discussion.

Explore your interests with inlingua® seminars.

Available topics include:

Writing for Success
Aspects of Psychology
Current Events
Pronunciation

Preventing, Managing and Controlling Stress
English for Finance
Intercultural Communications
Legal Issues

and many more

Class Size	Course Length	Timetable	Required English Level
3 - 10	5 hours	Fridays and Saturdays	B1 and above

For more information and dates,
visit inlingua.lu/en



Virtual Classrooms (VC)



English training to suit your needs

Take a language course at your office or home or any other place with our Virtual Classrooms. Learners connect to our expert language trainers and follow our specialised method of language learning. Solo lessons enable you to fit the lessons into your schedule.

Class Size	Course Length	Timetable	Type
Solo	Available in blocks of 10 hours	à la carte	General and Business English
Duo		as agreed by participants	
Trio	24 hours	à la carte	English for Specific Purposes

For more information, visit:
inlingua.lu/en/



Exams



Demonstrate Your Ability with English Exams

Prove your competence by passing internationally recognised exams with inlingua®. Preparation for other exams can be arranged on request. Contact inlingua® Luxembourg for more details.

TOEIC

TOEIC (Test of English for International Communication) is ideally suited to people working in an international environment. Recognized worldwide, this test is frequently requested by both employers and higher education institutes. Prepare for and sit the test with inlingua®.



Vocational English Certificates

Vocational English Certificates (VEC) demonstrate English knowledge relating to a specific field. Ideally suited to those who are about to start work or enter university, these prestigious certificates are validated by the University of Greenwich, London. inlingua® Luxembourg is the exclusive provider of Vocational English Certificates in the Greater Region.



IELTS

Frequently requested by institutes of higher education, IELTS exams are frequently the first choice of students. The exam is also accepted by the UK, Canada, Australia and New Zealand for migration purposes.



Cambridge Exams

Cambridge English exams are suitable for people of all ages and abilities. Cambridge have been providing English language exams for over 100 years and are highly regarded internationally.





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