



LANGUAGE  
SCHOOLS

# BUSINESS ENGLISH COMMUNICATIONS MASTERY

- Improve your understanding of general business practices, written, oral, and computer based communications skills
- Strengthen the practical and necessary skills needed for successful English communication in the contemporary workplace
- This mastery is flexible and can accommodate a broad spectrum of professional interests

## AVAILABLE IN

**Toronto, Montréal**

## ENTRY REQUIREMENT

**ILSC Intermediate 2**

## PROGRAM LENGTH

**Two Full-Time Intensive or Full-Time Morning sessions**

*Availability of courses is subject to student enrollment. Length may vary depending on your progress.*

## 2021 START DATES

**Session start dates**

## DESCRIPTION

The Mastery in Business English Communication provides a suggested combination of classes to help you focus on the practical and necessary skills needed for successful English communication in the contemporary workplace. Develop written, oral, and computer-based communication skills. The Mastery is flexible and accommodates a broad spectrum of professional interests.

## CORE CLASSES

### TAKE THE FOLLOWING CLASS FOR TWO SESSIONS

#### BUSINESS ENGLISH

Gain basic insights into business topics such as business structure, vocabulary, communications, meeting and negotiation skills.

## SKILLS CLASSES

### CHOOSE TWO OF THE FOLLOWING SKILLS CLASSES

#### BUSINESS WRITING

Gain skills in written communications, business proposals and writing for the web. You'll develop expertise in resume and cover letter writing as well as report writing.

#### PUBLIC SPEAKING

Master the secrets of effective public speaking. You'll learn speech organization, delivery techniques and listening skills.

#### WRITING

Challenge yourself by practising your writing daily, learning correct language structure and writing techniques for diverse genres and audiences. Learn the secrets of writing excellent essays.



*"At ILSC, I have multiple choices to decide what I want to learn. ILSC helped me build confidence speaking English, and I gained a lot of international business knowledge."*

**Ting Ting Chang, Taiwan**