

## **Business English Language Lab: Your Pathway to Professional English Fluency**

This dynamic online course, led live by experienced American instructors, is designed for Moroccan business professionals aiming to enhance their English communication skills in today's globalized market. Join a small group of 8-10 participants for interactive and practical 2-hour sessions focused on real-world business scenarios in this **36-hour online course**.

**Course Outline:** There are **20 lessons** in this course, some course topics and lessons include...

- **Making Connections**
  - Focus: Mastering effective ways to introduce yourself and your professional background, building your business network, and engaging in initial business conversations.
- **Navigating the Workday**
  - Focus: Communicating confidently about daily routines, effectively scheduling meetings and appointments, and discussing work-life balance in an international context.
- **Professional Correspondence**
  - Focus: Developing clear and concise business email writing skills for various purposes, understanding email etiquette, and improving your written communication for professional impact.
- **Collaborative Communication**
  - Focus: Enhancing your ability to participate actively and effectively in business meetings, expressing your opinions clearly and politely, and reaching agreements.
- **Persuasion and Agreement**
  - Focus: Building foundational negotiation skills, expressing your needs and wants professionally, making effective offers, and finding common ground in business discussions.
- **Presenting with Confidence**
  - Focus: Learning the fundamental structure of business presentations, practicing clear delivery, and gaining confidence in sharing information with colleagues and superiors.

This course provides a practical "laboratory" environment where you can experiment with and refine your English skills, guided by expert instruction and collaborative learning. Become a confident and effective English communicator in your business endeavors.