ORAL BUSINESS

In today’s competitive business world, communication is the key!
And the key is English!

BEGINNING ORAL BUSINESS LEVEL IV
will help you unlock the door to future opportunities.
What will I learn in this class?

- How to communicate in various business situations such as negotiating with customers, dealing with co-workers, appropriately talking to your boss, formal introductions, talking on the telephone, etc.

- Vocabulary related to topics such as management, globalization, first impressions, mission statements, company policy, etc.

- How to increase your confidence and competence using business slang/idioms

- Knowledge about current situations in the world of American business and the global market
Which textbooks will I use?
WHICH TYPES OF ACTIVITIES WILL WE DO IN ORAL BUSINESS CLASS?

- Give presentations
- Have group discussions about current business topics
- Practice job interviewing skills
- Have competitions
- Play culture games
- Become an entrepreneur
- Visit a local company
LET’S TALK ABOUT . . .

- Interviewing
- Risk or Reward
- Outsourcing
- Networking
- First Impressions are Everything
WHICH SKILLS WILL BE IMPROVED BY THIS CLASS?

**Pronunciation/Intelligibility**
- Intensive review of the American sound system will help your speech become more native-like.
- Daily speaking activities, closely monitored by the instructor, offer the student many opportunities to experiment with new business vocabulary.

**Listening**
- You will improve listening comprehension and interactive skills in business related situations.
- Weekly listening assignments outside of class, with required follow-up tests, will help to monitor your progress.

**Presentation Skills**
- Students will improve their presentation skills by practicing special techniques such as voice projection/control, eye contact, body position/movement, gestures, planning, organization, fielding questions etc.
- Students will learn how to give an individual presentation as well as a group presentation.
Contact Information

If you would like more information about Oral Business Level IV, please contact Mary Beth Worrilow at worrilow@udel.edu or stop by her office in Room 303 ELI.