

The right program makes all the difference!

1. Description:

Learning a second language means more than just learning grammar rules; it is also important to be able to use them in different contexts. This program is directed to those who require Spanish as a foreign language in a professional context, particularly in a commercial or business setting.

The aim of this course is for students to be familiar with communicative situations that develop in the business world and to be able to interact with Spanish speakers. Therefore, this course will focus on the introduction of vocabulary relevant to the business world and exercises that present typical business situations, all combining the grammatical rules of Spanish equivalent to level B1 of the European Framework of Reference.

2. Objectives:

- Be able to interact with native speakers to initiate bureaucratic procedures, deal with problems and perform in telephone conversations.
- Learn to identify and write letters of introduction, requests, invitations, and other business writing techniques.
- Become acquainted with business vocabulary and basic concepts of economics.
- Develop persuasion and argumentation techniques as well as use promotional and marketing tools.

3. Contents:

Grammar:

- Indefinite and Imperfect Preterit
- Present Subjunctive and its uses
- Connectors
- Imperative
- Relative Pronouns

Thematic:

- Job interview
- Certificates, letter and memos
- Banking system
- Marketing
- Pension schemes
- Work contract

4. Methodology:

We create interactive classes where the teacher promotes student participation so they can use Spanish through oral and written exercises. The classes combine the use of images in different contexts of the business world with readings and analysis of business texts.

5. Evaluation:

- Written and oral presentation of a small business project (30%)
- Oral evaluation of a simulated work situation in which the student is asked to use one of the abilities studied in class (20%)
- Final exam on the grammar content seen in class (40%)
- Class participation (10%)