



楊婉儀教育中心 商務英語課程（八月份） DLA Commercial English (August 2014)

楊婉儀教育中心於2014年正式推出成人英語及商務英語課程，為青少年及在職人士提供進修英語的機會，提升英語水平，培養終身學習的精神。

DLA designed a series of adult English programs, target to the students or adults learners who wants to improve their English level, to prepare for their study/work and expand their English knowledge!

課程由具經驗的外籍老師任教。

Our program is designed and taught by credited native English speaking ESL teachers.

課程為有志到海外升學人士及在職人士提升英語技能，所學之技能更可於職場、學習及商業環境中靈活應用，提升學生於職場的競爭力。

This course is designed for students needing to develop their English skills in a professional work environment. We aim to improve students' confidence and expand a wide range of business skills.

課程內容包括 **The general modules for this course include:**

- 英語會話及商業寫作技巧 **Oral and Written communication skills**
- 英語商議技巧 **Negotiation skills**
- 商業術語 **Business Jargons**
- 面試技巧 **Interview Techniques**
- 會議演講技巧 **Manage Meetings and Presentations**

8月份時間表 **Timetable for August**

班別 CLASS	日期 DATE	時間 TIME
DLA 商務英語課程 (AUG) A DLA Commercial English (AUG) A (#1405210257)	8月4, 6, 11, 13, 18, 20, 25, 27, AUG (共八節 8 lessons) 逢星期一、三 Every MON & WED	5:30PM - 7:00PM (12小時hrs)
DLA 商務英語課程 (AUG) B DLA Commercial English (AUG) B (#1405210531)	8月5, 7, 12, 14, 19, 21, 26, 28 AUG (共八節 8 lessons) 逢星期二、四 Every TUE & THUR	5:30PM - 7:00PM (12小時hrs)



費用 Fee : MOP 1,600

以上課程已納入2014/2016持續進修發展計劃

The above courses are funded by "The Continuing Education Development Plan 2014/2016"

查詢及報名 Enquiry :
2855 1555

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