



English for Professional
Communication

Online Stream

Atlantic Language is a premium English language school based in Galway city on the West coast of Ireland. A market leader in language education in Ireland, Atlantic has received several awards including the prestigious Language Travel Magazine Award for the **Best English Language School Europe 2009**.



English for Professional Communication

Course Outline

English for Professional Communication is a demanding communicative course focusing on equipping HE professionals to more confidently present, network and liaise with external stakeholders in internationalised settings where English is the language of communication, across a range of media. The course is delivered by expert trainers as part of Atlantic Language's Specialised Courses Training programme, which has been refined over ten years of delivering high quality courses to leading HE professionals. Our specialist team of trainers employ a collaborative approach to course delivery, utilising pre-arrival questionnaires and needs analyses to adapt the course for maximising participant outcomes.



Who is it for?

Higher Education professionals working who need English to deal effectively with business partners and colleagues and to represent their institution at international events.

Course Content:

- Communicating in the Modern World
- Interpersonal Skills
- Networking and Presenting
- Communication Skills for External Stakeholders

Minimum Level of English: B2 on the CEFR (Upper-Intermediate)

Location of Course: Online

Timetable: Courses run for 5 days (Monday to Friday), consisting of 15 hours of on-line seminars and workshops and a further 5 hours of off-line. A sample timetable is included overleaf.



Funding

Participation on the course can be funded through the use of the following:

- Erasmus+ STT grant from your academic institution.
- KA1 funding from Erasmus 2021

Pricing

Course Price: **€270**

For efficacy of workshops only a limited number of applications can be admitted on the first apply, first served basis.

Registration Fee: **€30**

Certification

The organiser, Atlantic Language, will provide required documents including:

- STT invitation
- EUROPASS
- Work Plan (on request)
- Certificate of Participation and Attendance
- CEFR level certificate (on request)

Course Objectives	
Overall Objectives of the Mobility	Participants will improve communicative competence in English by completing an intensive course with increased confidence and competence for workplace skills.
Added Value of the Mobility	Development of interpersonal skills when English is the language of interaction. The course equips participants to communicate more fluently and accurately in English, thus improving their ability to perform in an international context and improving the experience of stakeholders they are required to interact with in English.
Activities to be Carried Out	<ul style="list-style-type: none">• Input sessions on methodology and language complemented by skills-focused workshops• Seminars• Individual Feedback
Expected Outcomes and Impact	Dissemination is inbuilt to allow participants to share their knowledge and skills acquired on the course with colleagues. Promote a renewed sense of purpose in an educational context. Networking and post course liaison are further aspects for beyond the course.

English for Professional Communication Online Sample Timetable

Day 1 – Mon	Day 2 – Tue	Day 3 – Wed	Day 4 – Thu	Day 5 - Fri
09:00 – 12:30 CET	09:00 – 12:30 CET	09:00 – 12:30 CET	09:00 – 12:30 CET	09:00 – 12:30 CET
Setting Objectives <ul style="list-style-type: none"> • Orientation • Communicative Icebreakers • Needs Analysis • Setting of Learning Outcomes • Types of English – Case Study & Group Task 	Communicating in the modern world <ul style="list-style-type: none"> • Communication Skills through Different Media • English as Spoken by Non-Natives – Case Study • Conflict Resolution • Skills Workshop: Language in Use • Colloquial and Professional Language 	Effective Communication <ul style="list-style-type: none"> • Specialised Language Input Session • Language Practice Workshop • Situational Role Play <p>Individual Feedback</p>	Reporting & Presenting <ul style="list-style-type: none"> • Language Focus: Hedging expressions • Presentation Skills Key Language • Writing and Presenting: Lexical Input • Demo and Analysis – Communication Styles 	Review and Outcomes <ul style="list-style-type: none"> • Making a presentation • Language workshop: Emphatic language & signposting phrases • Peer and Trainer Feedback • Assessment of Learning • Review of Learning Objectives
13:30 – 14:30 (Offline) Self-study task	13:30 – 15:30 (Offline) Self-study task	13:30 – 14:30 (Offline) Self-study task	13:30 – 14:30 (Offline) Self-study task	

Please contact john.daly@atlantic.ac for any other queries. www.atlanticlanguage.com

