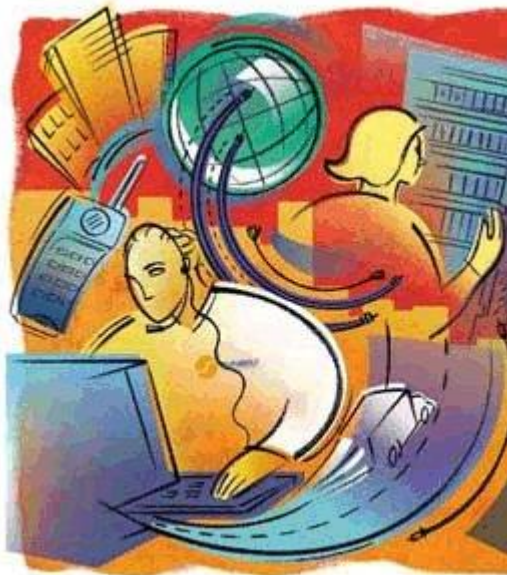


ENGLISH FOR TELE COMMUNICATIONS



What is Telecommunications? Describing the industry, describing your job, describing various roles in the telecommunications industry, asking and answering questions. (3 Hours)

Telecommunications Terminology. Definitions, phrases, idioms, and acronyms. Learn key English terms for use in everyday business of the telecom industry. Practice pronunciation and intonation when speaking. (4 Hours)

Interaction. Interacting with clients, employees, network specialists, hardware specialists and contractors; dealing with disagreement; agreeing; speaking politely; understanding jargon and buzzwords; and discussing services. (4 Hours)

Communications Systems. Discussing and describing telecommunications systems, answering questions, and forming questions. (3 Hours)

Presentations, Charts, Facts & Figures. How to give an effective presentation, describing graphs and charts, high numbers, passive voice for presentations. (4 Hours)

Small Talk. Speaking informally with people, talking about informal topics, and creating small talk. (3 Hours)



Sales. Giving an effective sales pitch, discussing competitors, presenting sales projections, and negotiating a sale. (3 Hours)

Case Study. Study of the significant telecommunications mile stones and people that impacted the telecom industry. (4 Hours)

Presentation. Presentation of a research project of a key issue in the telecommunications industry using the skills and information acquired in this class. (2 Hours)

- Each course is designed for 3-5 students and consists of 30 hours of study with a presentation element at the end.
- The goal of this course is to improve communication when working in the telecom industry and when working with people and to improve terminology in English.

Intensive course | on the **first Monday** of every month starting from January 2014