

Specializované jazykové kurzy nejen pro studenty B.I.B.S., a.s.

- Course 1:** HR - recruiting, employing and keeping staff.
- Course 2:** Ethics - ethical standards, inter-organisational relations, poor ethics and consequences.
- Course 3:** Negotiation - preparing for negotiations, establishing goals and objectives, listening, adapting your style when necessary.
- Course 4:** Organisational behaviour - managing individuals, groups and organisations.
- Course 5:** Accounting & finance - business transactions, financial statements, credit references, preventing late payers.
- Course 6:** International, local & international economics - supply and demand, productivity, international diversity.
- Course 7:** Marketing, strategy & competitive analysis - marketing products and services, market research, tactics.
- Course 8:** Advertising & promotion - image and loyalty, advertising mediums, PR and publicity.
- Course 9:** Communications and presentation skills - understanding your audience, question handling, visual aids, do's and don'ts, humour, body language.
- Course 10:** Project management – scoping, scheduling, budgeting, risk management.
- Course 11:** Leadership & team building - leadership vs. management, planning, measuring performance, leadership styles, corporate culture.



Lektor:



Duncan Hendy

Highly motivated and creative individual with practical work experience in all aspects of language teaching. Able to offer a variety of specialisations such as proofreading, voice-over work. Financial, legal, medical and business English teaching, motivation and presentation skills workshops, general beginner to advanced level English.

Pokyny:

Termín konání:	03 – 05/2010, vždy v pátek
Počet účastníků:	min. 5, max. 12
Rozsah semináře:	12:00 – 17:00h, 6 vyučovacích hodin vč. přestávek
Místo konání:	Brno, Jazyková škola LinguaPlus, s.r.o., Vlhká 25, 602 00,
Cena:	za jeden kurz 1490,- Kč bez DPH / osobu

Pro klienty společností Book s.r.o., Jazyková škola LinguaPlus, s.r.o., B.I.B.S., a.s a členy RHK Brno nabízíme SLEVU celých 20 %. Cena zahrnuje náklady na technické zajištění kurzu, občerstvení, studijní materiály, certifikáty o úspěšném absolvování kurzu.

Přihlášky zasílejte na info@skoleniprovas.cz
nebo volejte na tel.:775 555 805