

Introduction

Pre-Intermediate Business Power is an online course, consisting of 50 units of English, and providing approximately 60 hours of study for students.

Course aims

To give students at Pre-intermediate, CEFR A2 level practice in general and business-oriented language required for general business contexts at this level. The course blends grammatical structures necessary for this level, with vocabulary, reading, listening, writing and speaking.

Grammar

By the end of the course, students will be able to:

- form sentences in the present, past and future, in the affirmative, negative and interrogative forms. Students will be able to use continuous forms to talk about the present. They will be able to form tenses with regular and irregular verbs;
- form sentences using the present perfect to talk about past experience;
- talk about quantity using some and any, and much, many and a lot of with countable and uncountable nouns;
- use modal verb forms to talk about such functions as possibility, certainty, and mild and strong obligation;
- compare things using a variety of comparative and superlative forms;
- identify transitive and intransitive verbs forms, and be accurate when following one verb form with another, which will be in the gerund or infinitive form;
- use prepositions of place and movement correctly.

Vocabulary

By the end of the course students will have learnt approximately 400 lexical items, including nouns, verbs and adjectives, phrasal verbs, idiomatic language and lexical sets.

Skills

By the end of the course students will have had exposure to and practice in reading and hearing formal and informal English from a variety of business contexts. including talking about jobs, meetings, travel and interviews.

Course summary

Module	Unit focus	Notes
	Entry test	A 50-question test which will be used for comparative purposes with the end of course exit test.
Module 1	Grammar	Some and Any for quantity
	Vocabulary	Adjective opposites
	Reading	Eating in different countries
	Grammar	Much, many and a lot of for quantity
	Vocabulary	Wordbuilding
	Listening	Ordering in a restaurant
	Vocabulary	Company departments
	Functions	Entertaining
	Spelling	Spelling

	Revision	Material from module 1
Module 2	Grammar	Comparatives and superlatives
	Vocabulary	Confusing words
	Reading	The computer revolution
	Grammar	Prepositions of place
	Vocabulary	Wordbuilding
	Listening	Learning on the job
	Grammar	Possessive pronouns
	Vocabulary	Phrasal verbs
	Functions	Meetings: presenting
	Revision	Material from module 2
Module 3	Grammar	Modals of possibility
	Vocabulary	Computer vocabulary
	Reading	Business trip details
	Grammar	Modals of obligation
	Vocabulary	Wordbuilding
	Listening	Travel bulletin
	Vocabulary	Make and Do
	Functions	Meetings: giving your opinion
	Spelling	Spelling
	Revision	Material from module 3
Module 4	Grammar	Will and going to - predictions
	Vocabulary	Electronic items
	Reading	Short-staffed
	Grammar	Will and going to - intentions
	Vocabulary	People in business
	Listening	Human Resources Management
	Vocabulary	Wordbuilding
	Functions	Interviews in English
	Vocabulary	Phrasal verbs
	Revision	Material from module 4
Module 5	Grammar	Present perfect simple
	Vocabulary	In the office
	Reading	A company history

	Vocabulary	Wordbuilding
	Functions	On the telephone
	Vocabulary	Abbreviations
	Listening	Organising a meeting
	Spelling	Spelling
	Revision	Material from module 5
	Exit test	A 50-question test which covers the same areas as the entry test, thereby giving students an accurate measure of their progress through the course.
	Grammar	Comparatives and superlatives
	Vocabulary	People in business
	Listening	Working in London
	Vocabulary	Wordbuilding
	Vocabulary	Business collocations
	Functions	Talking about statistics
	Vocabulary	Phrasal verbs
	Spelling	Spelling
	Revision	Material from module 5
	Exit test	A 50-question test which covers the same areas as the entry test, thereby giving students an accurate measure of their progress through the course.

Follow-up

Students completing the Pre-Intermediate Business Power course should feel confident in tackling any intermediate course, including our Intermediate Business Power course.