



Corporate English communication courses

for global management skills



An inspirational programme
for corporate managers or
professionals looking to deepen
their English language skills and
broaden their global outlook.



Today's executive cannot rely on others to communicate their vision, their instruction or to negotiate for them.

Direct control over what and how messages are delivered is essential to success. International confidence and eloquence in the English language gives you an influential voice in the world.

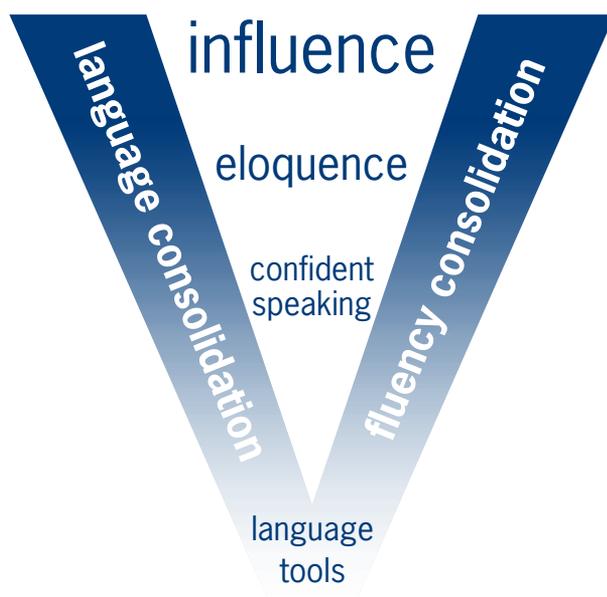
Start with your goal in sight

Achieve your ultimate aim to make your voice heard across borders with both native and non-native speakers of English.

For those who want to enhance their performance as an international manager, create impact as a leader or lead their organisation to the next level. This is a transformational programme within an intellectually stimulating environment.

The programme takes professionals out of their workplace and gives them the chance to focus on achieving improved cross-cultural communication skills, to give them a competitive edge either in business or in their personal career.

Participants are high-level, talented individuals who bring cultural diversity and real life situations to the training experience. Classes are small which gives participants constant access to the tutors and a very personal learning experience.



This programme is aimed at professionals who want to exert their influence on the global stage.

OISE's Corporate English Communication courses offer intensive training for business professionals and entrepreneurs at all levels, who want to gain international experiences and study in a culturally diverse classroom.

Course participants and training managers often comment that the course affords wider benefits in terms of personal development: increased confidence not only in international communications, but often greater personal impact in all forms of work related interactions.

Participants return to their roles with renewed focus, improved communication skills and a new level of confidence which encourages them to take on new professional challenges and add value to their organisation.

The course also develops team participation and this can prove particularly useful for international companies that co-ordinate the enrolment of staff from different countries at the same time.

- Internet
 - Facebook
 - mysinglefriend.com
- High street shops
 - Chocolate
 - Flower shops
- Law firms



Programme content

The unique advantage of the course is that it offers both a high level of individual attention with a wide mix of team work training and independent learning sessions.

Course structure

Quatorial sessions

A team interaction training with individual attention. At least four hours per day is spent in a Quatorial Group (maximum four participants with the trainer). At least three hours of this is trainer led, with a maximum of one hour spent on preparation and consolidation.

Plenary Sessions

A real life situation challenge. For the first 30 minutes of each day participants attend, or give, a presentation to all their colleagues.

Speaking Workshops

Intensive and realistic practice focused on debates, discussions, negotiations of relevant topics on a larger scale and with up to 12 participants.

Individual Focus

Participants choose how many hours per day they require for one-to-one work with a tutor concentrating on their specific needs.

Throughout the week, tutor and participant work closely together and build a personal action plan for the student to take away at the end of the programme.

An effective course

Development of the tools required to use the language professionally

- grammatical structures
- contemporary vocabulary
- voice projection
- body language

Practice in clear and effective written communication

- accurate use of the language
- punctuation to help understanding
- paragraph formation
- structuring of the message
- sentence construction
- style

Training to gain the experience and skills needed to participate effectively in meetings

- negotiations
- presentations
- influence
- conference calls
- case studies and problem solving

Business sector specific training

- terminology of the participant's sector of work
- specific areas include: Finance, IT, Law, Insurance, Pharmaceuticals, Accounting, Medicine

Benefits of the course to take back with you to the workplace

- Confidence in using English for business communication
- Assertive use of the language to participate effectively in all business situations
- Mastery of writing documents (letters, e-mails, reports) in English which are clear and professional
- Wider vocabulary bank to handle work discussions and correspondence
- Strong team participation
- Close rapport with colleagues around the world
- Sensitivity as to how to hold an audience's attention
- Robust global critical thinking skills
- Grasp of the finer nuances of English in the business context



Profiles of some of our trainers

Each training centre has a team of practising trainers, managers and academics with both teaching qualifications and training experience. They are trained to be both supportive and demanding to ensure that participants exceed their own personal development expectations.

Stephen Smith Trainer in Oxford

With 36 years of experience at OISE Oxford, Stephen has been a key member of our team since 1974. A graduate in Modern Languages from the University of Oxford, Stephen is also an expert in English literature, politics and history, and often helps students to understand these areas for their studies. He is also a specialist in English grammar, and has written a wide variety of materials to help students of all levels understand the finer points of grammar, and communicate more effectively.

Bill Cheesman Trainer in Oxford

Originally from the USA, Bill graduated in Economics and English from the University of Connecticut, and worked for the US Department of Health and Human Services in Boston for 14 years. He and his wife decided to move to the UK in 1987. Bill teaches business English and also helps students who do business in the US and need to understand American English. Bill also specialises in preparing students for the TOEIC and TOEFL tests.

Helen Ayers Trainer in Sydney

Helen joined us in February 2009 after a career in sales and marketing across the corporate and small business sector in London and Sydney. Originally from Britain, Helen qualified as an ESL teacher and settled in Sydney in 1991 where she continued to work both in sales and marketing and started her teaching career. Helen's particular language focus is in building student confidence while developing skills in communication, expression, opinion and debate.

Peter Cox Trainer in Cambridge

Peter has 30 years of experience in the pharmaceutical industry and now combines teaching English with providing educational medical courses in the UK and abroad. His career has given Peter the opportunity to work with the international medical community, which has resulted in a broad insight into cross-cultural issues. He is the author of a range of scientific articles relating to the life sciences.



Gain an assertive
voice in international
meetings

OISE Training Centres

OISE runs training centres around the English speaking world, to give students a genuine immersion experience.

Facilities include training rooms of different sizes, projection rooms, libraries, research/IT centres, lecture theatres for presentations and soft areas with tea, coffee and wifi for relaxation and interaction among tutors and

participants. Sherbourne Priors has a dining room and serves three meals a day. The culture of each training centre is one of academic rigour combined with a spirit of debate and intellectual agility.

England

Oxford
Cambridge
London
Sherbourne Priors

USA

Boston
San Francisco

Canada

Montreal

Australia

Sydney



Living and travel

OISE's commitment to excellence goes beyond purely academic matters to include all aspects of your stay.

Homestay

To maximise the opportunities for speaking the language, OISE has a policy of never allowing two students of the same mother tongue to stay in any one host family.

All students have a single room. Each host family is selected and monitored according to strict criteria laid down by OISE. Houses must be comfortable, the hosts welcoming and, above all, genuinely interested in receiving students and helping them to develop fluency in the language.

Hotel

OISE recognises that some students would rather not have to adapt to living in a host family and prefer to stay in a hotel. Over the years each OISE school has built up a good relationship with a range of hotels of various categories and can make a reservation on the student's behalf.

Travel

We are happy to help you with your travel arrangements from your point of arrival.

All airports and rail stations are served by an excellent public transport system. Alternatively we can arrange a taxi meeting service.

Entertainment

OISE is committed to making each student's stay as culturally and socially enriching as possible. Each school provides a carefully organised programme of events. Typical activities include theatre and cinema visits, tour of the town, visits to museums and art galleries, visits to cafés, and lectures on history and literature.

How to apply

Open enrolment

Courses are full time for 5 days from Monday morning to Friday evening. Participants enrol for one week or for several weeks together or for a multiple of weeks at various intervals. Training centres are located in the target language country thus providing a full immersion experience.

Contact OISE

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